

DART FOUNDATION
Grant Application

Organization

Name _____
Address _____
City _____
State _____ Zip _____

Contact

Name _____
Title _____
Phone _____
Email _____
Other Info _____

Amount Requested _____
Purpose of Grant _____
Date Needed _____

Project Summary

In a half page, summarize why your organization is requesting this grant, what outcomes you hope to achieve, and how you will spend the funds if the grant is made.

DART FOUNDATION

Applicants are invited (but not required) to use the following narrative format for grant requests.

1. Organization Information

- Brief summary of organization's history.
- Brief statement of organization's mission and goals.
- Description of current programs, activities and accomplishments.

2. Purpose of Grant

- Statement of need: problems or opportunities to be addressed, description of target populations and how they will benefit.
- Description of project goals, measurable objectives, and action plans, and a statement as to whether this is a new or ongoing part of the sponsoring organization.
- Timetable for implementation.
- Other partners in the project and their roles.
- Long term strategies for funding this project at end of grant period.

3. Evaluation

- Plans for evaluation including how success will be defined and measured.

4. Budget

- Anticipated expenses and revenue for project.
- List amounts requested of other foundations, corporations and funding sources to which this proposal has been submitted.
- List your five largest current corporate or foundation donors, the year given and the amounts.
- In the event we are not able to meet your full request, please indicate priority items.

5. Attachments

- Copy of current IRS determination letter indicating nonprofit status.
- List of board of directors with affiliations.
- Organization's most current operating budget and most recent audited financial statement or Form 990.
- Letters of support that verify project need and collaboration with other organizations (optional).
- Annual report, if available.

6. Submission

Please send to the **Dart Foundation, 500 Hogsback Road, Mason, MI 48854.**

Questions may be directed to Claudia Deschaine, Grants Manager, at 517-244-2190.